



Brief

With over twenty years of delivering high-quality services, my own expertise includes being open to learning and improving. I as well posses the ability to teach others. I envision myself setting the stage for success.

As my services are in demand among a multitude of fields, I have brief summaries available in my cover letter, as well as portfolio examples and a comprehensive software list available on my website.

Experience

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|  PBS
Advanced Specialist
Public Broadcasting Service NC / Formerly UNC-TV
• Live emergency broadcasting, as well as community outreach, public affairs, fundraising and other programming. | Durham, North Carolina
2018 - 2022 |
|  Capital Primary Medicine and Nutrition Center
Administrative Associate
Private Medical Practice
• Implementing a new electronic system during COVID-19 and assisting in training colleagues. | Raleigh, North Carolina
2014 - 2022 |
|  Alleycat Blues Productions
Producer and Engineer
Commercial Recording Studio
• Managing artists, groups, as well as record label, nonprofit and corporate clientele. | Raleigh, North Carolina
2014 - 2022 |
|  iHeartRadio
Imaging and Branding
Formerly Clear Channel Communications
• Producing national talent for multiple radio stations and content for the Country Music Awards 2014. | Nashville, Tennessee
2013 - 2014 |

Education

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|---|-------------|
|  Northeastern University
Master's of Public Administration | 2022 - 2024 |
|  Northeastern University
Graduate Certificate in Nonprofit Sector, Philanthropy, and Social Change | 2022 - 2024 |
|  The Art Institutes
Bachelor of Arts in Audio Production | 2012 - 2014 |

Certifications & Accreditation

- Alpha Beta Kappa
- Multiple Emmy Nominations
- Dante - Level One Certification
- Fluent in English and Polish, interpretive in Latin and Others
- Graduate Certificate in Nonprofit Management, Philanthropy, and Social Change
- Cardiopulmonary Resuscitation (CPR), Automated External Defibrillation (AED) and First Aid